



Your 2026-2027 FAFSA (Free Application for Federal Student Aid) was selected for review in a process called verification. Before awarding Federal Student Aid, you must confirm the information you and your parents reported on the FAFSA. Please complete and sign this worksheet. You may be asked for additional information, which should be promptly submitted to avoid a delay in processing your financial aid.

STEP 1- STUDENT INFORMATION

Last Name First Name JCSU Student Identification Number

Permanent Address - Street City/State Zip Date of Birth

Telephone Number (include Area Code) Email

STEP 2- FAMILY INFORMATION

Our records show that you are a Dependent Student. Please complete the section below and include:

Yourself

Your Parent(s) (including a stepparent) contributor(s) on your FAFSA application.

Your parent's other dependent children if your parent(s) will provide more than half of their support from July 1, 2026 through June 30, 2027, or/if...

Other people only if they now live with your parent(s)' and your parents will provide more than half of their support and will continue to provide more than half of their support through June 30, 2027.

Table with 3 columns: Full Name, Age, Relationship to Student. Includes an example row and several empty rows for data entry.

Attach a separate sheet if not enough space



"Check the box that applies"

STEP 3- STUDENT INCOME INFORMATION – CALENDAR YEAR 2024

Tax Return Filer: The best way to verify income is by using the Future Act Direct Data Exchange (FA-DDX). Order IRS Tax Return Transcript by phone 1-800-908-9946 or online at www.irs.gov

- I have utilized the FA-DDX when completing the FAFSA.
- I did not or was unable to utilize the FA-DDX. I am submitting a copy of **the IRS 2024 Federal Tax Return Transcript or a signed copy of the 2024 Federal Tax Return and Schedules 1,2, and 3 (if applicable).**

Non-Tax Return Filer: If you are not required to file a 2024 Federal Income Tax Return, complete this section below:

- I was not employed and had no income earned from work in 2024.
- I was employed in 2024 and was **not required** to file a 2024 income tax return. Complete the table below and attach copies of all 2024 IRS W-2 or equivalent forms.

Source of Income (Fill out only if you did NOT file taxes)	IRS W-2's provided	Amount Earned in 2024
TOTAL		

"Check the box that applies"

STEP 4- PARENT INCOME INFORMATION – CALENDAR YEAR 2024

Tax Return Filer: The best way to verify income is by using the Future Act Direct Data Exchange (FA-DDX). Order IRS Tax Return Transcript by phone 1-800-908-9946 or online at www.irs.gov

- My Mother (parent 1) OR Father (parent 2) utilized the FA-DDX when completing the FAFSA.
- My Mother (parent 1) OR Father (parent 2) did not or was unable to utilize the FA-DDX. I am submitting a copy of **the IRS 2024 Federal Tax Return Transcript or a signed copy of the 2024 Federal Tax Return and Schedules 1,2, and 3 (if applicable).**

Non-Tax Return Filer: If your parent(s) are not required to file a 2024 Federal Income Tax Return, complete this section and submit a confirmation of non-filing from <https://www.irs.gov/individuals/get-transcript>.

- My Mother (parent 1) OR Father (parent 2) were not employed and had no income earned from work in 2024.
- My Mother (parent 1) OR Father (parent 2) were employed in 2024 and **not required** to file a 2024 income tax return. Complete the table below and attach copies of all 2024 IRS W-2 or equivalent forms.

Source of Income (Fill out only if you did NOT file taxes)	IRS W-2's provided	Amount Earned in 2024
TOTAL		

STEP 5- CERTIFICATION: Each person signing this worksheet certifies that all of the information reported on it is complete and correct.

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to prison, or both.

Student Signature Date Student Name (Please Print)

Parent's Signature Date Parent Name (Please Print)



Instructions

Steps 3 and 4 of the Dependent Verification Worksheet requests information about the student and parent(s) 2024 Federal Tax Return data. To provide this to Johnson C. Smith University you will need to consent to the use of the FUTURE Act Direct Data Exchange (FA-DDX) tool, on the FAFSA **OR** request a 2024 IRS Tax Return Transcript from IRS **OR** submit a physically signed copy of your 2024 Federal 1040 Tax Return and schedules 1, 2, 3 (if applicable). Parents that did not file a 2024 Federal Tax Return must provide a Verification of Non-Filing Letter from the IRS and copies of all W2's (if applicable). Students that did not file a 2024 Federal Tax Return must provide copies of all W2's (if applicable). Below you will find directions on how to consent to the use of the FUTURE Act Direct Data Exchange tool, and how to request an IRS Tax Transcript or Verification of Non-Filing Letter.

Parent(s) – Access your parent invitation from your personal email address and click 'Log In' to access the parent contributor section of your student's FAFSA. In your parent contributor section of your student's FAFSA you consented to have your Federal Tax Information (FTI) obtained automatically from the IRS and provided on your student's FAFSA application. If your 2024 Federal Taxes were filed and your information was retrieved, then you were not asked to manually provide FTI data and can mark the first option in Step 4 above.

Requesting an IRS Tax Return Transcript

A 2024 IRS Tax Return Transcript may be obtained through:

- Get Transcript Online – Go to www.irs.gov, click “Get Your Tax Record.” Click “Sign in to your online account.” Make sure to request the “Return Transcript” and **NOT** the “Account Transcript.” Follow the instructions to create an ID.me account if you do not already have one. If you need help creating an ID.me account or verifying your identity, visit the [ID.me IRS Help Site](#).
- Get Transcript by Mail – Go to www.irs.gov, click “Get Your Tax Record.” Click “Get Transcript by Mail.” Make sure to request the “Return Transcript” and **NOT** the “Account Transcript.” The transcript is generally received within 10 business days from the IRS's receipt of the online request.
- Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4560-T. The transcript is generally received within 10 business days from the IRS's receipt of the paper request form.

Verification of Non-Filing Letter

To obtain a 2024 Verification of Non-filing letter go to www.irs.gov and click “Get your tax records and transcripts”. Then choose “Sign into your online account” or “Get Transcript by Mail”. To verify your identity with ID.me, you will need to provide a photo of an identity document such as a driver's license, state ID, or passport. You will also need to take a selfie with a smartphone or a computer with a webcam. The transcript displays online upon successful completion of the IRS's two-step authentication. If you already have an account established, you can log in to access a Verification of Non-filing letter. Requests can be made by completing a 4506-T that can be mailed or faxed to the IRS. Verification of Non-filing letters requested by 4506-T are generally received within 10 business days from the IRS's receipt of your request.